

## (Sample Instructions – Grade 3)

### Time to Write

1. (The “Time to Write” topic will be printed here in the test booklet.)

ID Number

**Write your response on the Final Writing pages in your test booklet.**

- You may make a graphic organizer (such as a web, list, or outline) and write a rough draft on scratch paper.
- After you write the rough draft, you must write the final draft on the Final Writing pages in your test booklet.
- You may use a dictionary or thesaurus.
- You must write only one final draft on the pages in your test booklet.
- You should read over your final draft and make neat changes in your test booklet.

#### **Does your response**

- ☐ have an introduction, a body, and a conclusion?
- ☐ stay on topic?
- ☐ have interesting and clear ideas?
- ☐ use details and descriptions?
- ☐ have correct spelling?
- ☐ have correct punctuation and capital letters?

#### **REMEMBER:**

- ◆ Do not write a poem or a song. If you do, it will not be scored.
- ◆ Make your response long enough for others to understand your ideas.
- ◆ Read your final draft and make any changes neatly.
- ◆ **Use only the pages in your test booklet to write your final draft. Do not add any pages to your test booklet.**

## (Sample Instructions – Grades 4-5)

### Time to Write

1. (The “Time to Write” topic will be printed here in the test booklet.)

ID Number

**Write your response on the Final Writing pages in your test booklet.**

- You may make a graphic organizer (such as a web, list, or outline) and write a rough draft on scratch paper.
- After you write the rough draft, you must write your final draft on the Final Writing pages in your test booklet.
- You may use a dictionary or thesaurus.
- You must write only one final draft on the pages in your test booklet.
- You should read over your final draft and make neat changes in your test booklet.

**Does your response**

- ☐ have an introduction, a body, and a conclusion?
- ☐ stay on topic?
- ☐ have interesting and clear ideas?
- ☐ use details and descriptions?
- ☐ have correct spelling?
- ☐ have correct punctuation and capital letters?

**REMEMBER:**

- ◆ Do not write a poem or a song. If you do, it will not be scored.
- ◆ Make your response long enough for others to understand your ideas.
- ◆ Read your final draft and make any changes neatly.
- ◆ **Use only the pages in your test booklet to write your final draft.  
Do not add any pages to your test booklet.**

## (Sample Instructions – Grades 6-8)

### Time to Write

1. (The “Time to Write” topic will be printed here in the test booklet.)

ID Number

**Write your response on the Final Writing pages in your test booklet.**

- You may make a graphic organizer (such as a web, list, or outline) and write a rough draft on scratch paper.
- After you write the rough draft, you must write your final draft on the Final Writing pages in your test booklet.
- You may use a dictionary or thesaurus.
- You must write only one final draft on the pages in your test booklet.
- You should read over your final draft and make neat changes in your test booklet.

**Does your response**

- ☐ have an introduction, a body, and a conclusion?
- ☐ stay on topic?
- ☐ have interesting and clear ideas?
- ☐ use details and descriptions?
- ☐ have correct spelling?
- ☐ have correct punctuation and capital letters?

**REMEMBER:**

- ◆ Do not write a poem or a song. If you do, it will not be scored.
- ◆ Make your response long enough for others to understand your ideas.
- ◆ Read your final draft and make any changes neatly.
- ◆ **Use only the pages in your test booklet to write your final draft.**  
**Do not add any pages to your test booklet. Added pages will not be scored.**